

**MEETING DATE:**

May 18, 2009

**CALL TO PODIUM:**

Sarah Fleming

Jennifer Mogus

**RESPONSIBLE STAFF:**

Angel Jones  
City Manager

**AGENDA ITEM:**

(please check one)

	Presentation
<b>X</b>	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

<b>TITLE:</b>
2009 First Quarter Employee Recognition Awards

<b>SUPPORTING BACKGROUND:</b>
First Quarter Employee Recognition Awards
Congratulations to the winners of the Employee Recognition Award for the First Quarter of 2009, January 1, 2009 – March 31, 2009.
The winners are:
<u>Employee of the Quarter --</u>
<b>Sarah Fleming (Secretary, Planning and Code Administration)</b> was nominated for a quarterly award for her exceptional performance assisting a tenant of a local apartment complex who was facing an unfair request to move units or face eviction.
Sarah assisted this tenant for over 11 months, clearly going above and beyond what is normally expected on the day-to-day job. Sarah took her own time and attended several meetings with the tenant and management to try and mediate the situation. She helped the tenant research and file complaints with HUD and the fact that this was a HOC property made things more challenging as the leasing requirements and procedures are different than what the City dictates. Sarah spoke with the tenant several times a week, sometimes even daily to ensure the woman was safe, to help calm her and just to listen. Sarah knew that the Management of this complex was not acting in a fair unbiased way and she intended to do all that she could to help the tenant keep her housing which included testifying on the tenant's behalf. The tenant prevailed in court and was very thankful for all the time and effort Sarah took in helping her through this long ordeal.
continued.....

<b>DESIRED OUTCOME:</b>
Make presentation.

## **SUPPORTING BACKGROUND CONT'D**

Employee of the Quarter --

**Jennifer Mogus (Aquatics Manager, Parks, Recreation and Culture)** was nominated for a quarterly award for her exceptional performance creating a Power Point presentation for the Ad Hoc Committee for the Senior Center which was presented to the Mayor and Council.

Jennifer organized and developed the Power Point presentation from numerous documents, meeting notes and conversations with City Staff and Committee Members. The skills required for the presentation included the insertion of various charts and tables of data, photos and relevant fact finding information from the committee members. Jennifer accepted this assignment voluntarily while maintaining her duties as the Aquatics Manager. She was consistently open to new ideas and suggestions regarding the presentation. She met all deadlines and with great accuracy of work.

Jennifer solidifies the point of going beyond the call of duty. She accepted the assignment with enthusiasm and the end result was an outstanding production representing the Ad Hoc Committee for the Senior Center quite well.

**MEETING DATE:**

May 18, 2009

**CALL TO PODIUM:**

Finance and Administration Team

**RESPONSIBLE STAFF:**

Mayor Katz  
Angel Jones, City Manager

**AGENDA ITEM:**

(please check one)

	Presentation
X	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
	Resolution
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	Other:

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<b>TITLE:</b>
2009 First Quarter Employee Recognition Awards

<b>SUPPORTING BACKGROUND:</b>
First Quarter Employee Recognition Awards
Congratulations to the winners of the Employee Recognition Award for the First Quarter of 2009, January 1, 2009 – March 31, 2009. The winner is:
<b><u>Team of the Quarter:</u></b>
<b>The Finance and Administration Team (Harold Belton, Denise Gantz, Sherry Lewis, Wes Rhodes, Tina Smith and Angela Woo):</b> was nominated for a quarterly award for their exceptional performance in planning, developing, and assisting the Community Services Department with the accounting procedures for the Holiday Giving Program.
The Finance and Administration Team met with the Community Services Team and explained the Holiday Giving account, how to set up a safe way to intake money keeping in mind liability, and setting up their credit card machine. Since handling money becomes very stressful and extremely fast paced as the Holiday distribution dates get closer and closer, the Finance and Administration team were diligent in processing all of the Community Services requests, regardless of the time constraint. They consistently answered all of the emails and phone calls with quick turn around times and always kept the lines of communication open.
No matter how stressful the times got, the Finance and Administration Team always showed professionalism, care and patience in educating the Community Services Department and support of Community Services initiatives.

<b>DESIRED OUTCOME:</b>
Make presentation.